

INSTRUCTIONS FOR PLACING A LIBRARY BOOK ON “HOLD”

📖 Please make sure to use the device you (or your student) uses for school work! Google Chrome is very tricky with these directions.

📖 If you have trouble following these steps please call Ms. Lisa for help at 425-413-5404

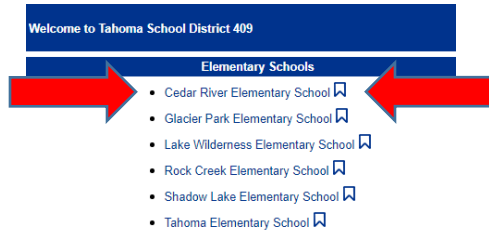
📖 Go to the Cedar River Elementary School's website <https://cedarriver.tahomasd.us/>

📖 Click on Our School tab.

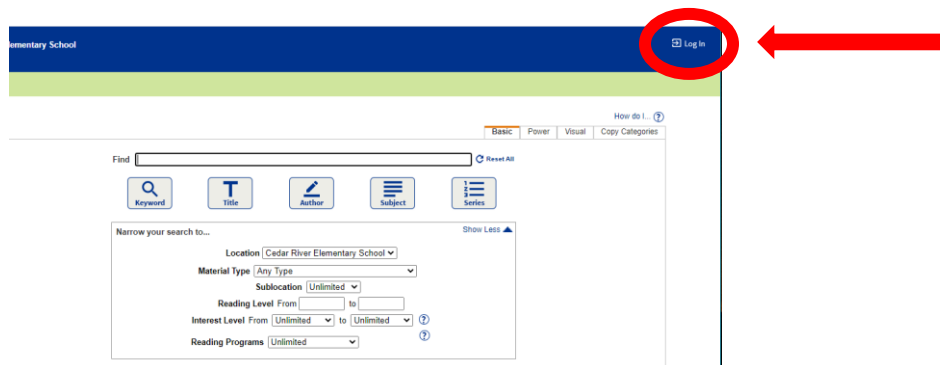


📖 From the **Our School** drop down menu, choose **School Library Catalogs**.

📖 Once you are in the catalogs, choose Cedar River Elementary School.



📖 In the upper right corner, click on Log In.

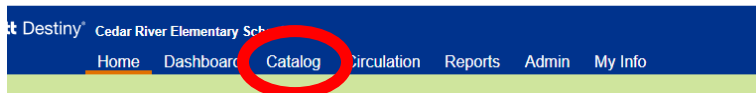


📖 Click on the blue **Tahoma School District Login** bar.

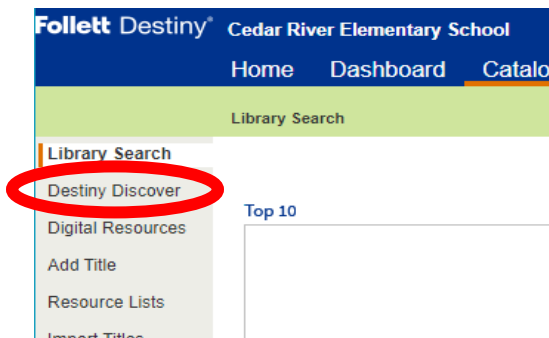


📖 It will prompt you to enter your password which is your gotahoma password. If you forgot your password you can contact the CRES school office at 425-413-5400.

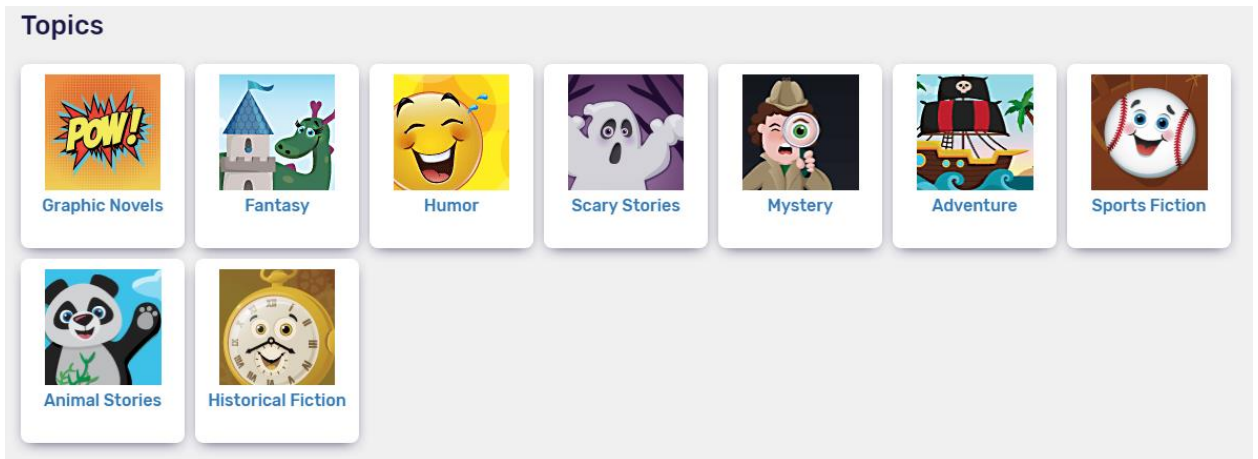
📖 Once you are logged in, click on **Catalog**.



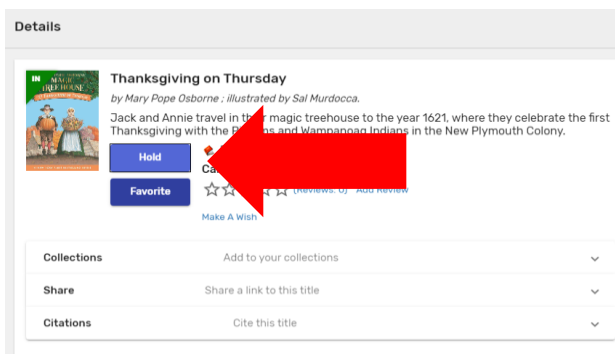
📖 From the left hand menu, choose **Destiny Discover**.



📖 You can click on a title that you see, search for a book by title in the blue search bar at the top or scroll down and browse by topics.



📖 To reserve a book, click on “Hold”.



📖 You may check out a maximum of two books. If you have two books checked out, you may still hold three additional books for the following supply pick up.

📖 Hold requests must be received by 2:00 PM the afternoon BEFORE supply pick up.

📖 If you would like to check out a book sooner than the next supply pick up, contact Ms. Lisa in the CRES office. She will be happy to arrange a pick up time for you.

📖 You can return your library books any weekday between 8:30 and 4pm to our library return bin which is located right outside the front office door. Otherwise you can bring them back to the next supply pick-up.

📖 Please call or email with any questions:

- Ms. Lisa 425-413-5404 or lkelley@tahomasd.us